



Shelby County Government

Division of Administration and Finance

To: Commissioner Joe Ford, Chairman
General Government Committee
Shelby County Board of Commissioners

From: Grace Hutchinson, Deputy Director
Division of Administration and Finance

RE: Committee Amendments to the Civil Service Ordinance
from the April 8, 2009 General Government Committee

Attached is a copy of the redlined version of the Administration's proposed changes to the ordinance governing the county's Civil Service Merit System. I have also attached the document file summarizing the changes as originally proposed in the initial submission, along with the correspondence outlining changes recommended by the Unified Personnel Policy Committee at their April 2, 2009 meeting.

The following changes were adopted at the committee meeting and are summarized below:

1. Incorporate the change as recommended by the UPPC to section 12-28 (d) Change the third sentence to read as follows:
"The classified/unclassified status may be changed as initiated by the appointing authority upon determination by the administrator of human resources that the job position duties, scope and relationship to the appointing authority have changed significantly to warrant such change in status."
2. Incorporate the change as recommended by the UPPC to section 12-38 (b) adding the following language to this provision following the first sentence:
"A performance evaluation shall be required for the probationary employee covered by this provision no later than 60 days from the effective date of the promotion."
3. Additional language will be added to section 12-38(c) about fallback rights stating the following:
"shall be applied prospectively to employees hired after the date of the Act's revision, not retroactively." (Upon adoption by the Commission the effective date will be specified)

4. A date certain will be added to section 12-38 (b) following the language identical to that in 12-38 (c) **"to employees hired after the date of the Acct's revision (Upon adoption by the Commission, the effective date will be specified).**

The above listed items are the amendments as recommended and approved by the General Government Committee for incorporation in the following Ordinance at its first reading at the commission meeting on Monday, April 13th entitled " An Ordinance to amend the Shelby County Code of Ordinances, Chapter 12, Article II, Section 12-26 to 12-66 relative to the regulation of the Civil Service Merit System, Sponsored by Commissioner Mike Carpenter.

Cc: Chairman Deidre Malone
All Commissioners
Christy Kinard
Steve Summerall
Mike Lewis
Kelly Thomas